

# Understanding the CTE Data Collection Process 2018-19

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Hello and welcome to the first webinar of the CTE Data Reporting webinar series, “Understanding the CTE Data Collection Process for 2018-19.” I’m Mai Choua Thao, CTE Data Consultant for the Wisconsin Department of Public Instruction. This webinar is designed to help you understand what the new CTE data reporting process will look like.

## CTE Data Reporting Process for 18-19



We understand that the data collection process is a new learning experience for you and so it might feel a bit intimidating. But we hope that the resources, including this webinar series, recent communications, and ongoing DPI staff support will help you and your district successfully and accurately submit CTE data as required by the Carl Perkins Act of 2006.

## Former System

# Career and Technical Education Enrollment Reporting System, CTEERS



Many of you are probably familiar with the Career and Technical Education Enrollment Reporting System, also known as CTEERS. CTEERS is made up of two sets of files or reports. The first, and largest, is the Composite Enrollment Report or the CER. This report required your district to submit all students in grades 11 and 12 along with their demographic information. It also required your district to identify CTE participants and concentrators, and report on student participation and completion in certified programs (such as Youth Apprenticeship or a business industry recognized program) as well as dual enrollment.

## Composite Enrollment Report (CER)

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# CTE Data Reporting

## Graduate Follow Up Report

**STUDENT FOLLOW-UP STUDY**

These questions are completed by the student and are to be sent to the principal and the state CTE office. This report is used to track the progress of students who have completed a CTE program and are currently enrolled in a postsecondary program. Please print or type the name of the student.

**INSTRUCTIONS: Complete and return to:**

Student Name: \_\_\_\_\_ School Address: \_\_\_\_\_  
 Area of Career and Technical Training: \_\_\_\_\_

**1. Current Educational Status (check appropriate item)**

☐ A. Not attending any postsecondary school  
☐ B. Attending 1 year college, unrelated to high school career and technical program  
☐ C. Attending 2 year college, unrelated to high school career and technical program  
☐ D. Attending 3 year college, unrelated to high school career and technical program  
☐ E. Attending 4 year college, unrelated to high school career and technical program  
☐ F. Attending other, unrelated to high school career and technical program  
 (Specify) \_\_\_\_\_  
☐ G. Attending other, unrelated to high school career and technical program  
 (Specify) \_\_\_\_\_  
 Please indicate your current program of study if attending a postsecondary institution.

**2. Current Employment Status (check appropriate item)**

☐ H. Employed in a field related to high school career and technical program  
☐ I. Employed in a field not related to high school career and technical program  
☐ J. Employed full-time, unrelated to high school career and technical program  
☐ K. Employed full-time, unrelated to high school career and technical program  
☐ L. Unemployed  
☐ M. Unemployed, but seeking employment  
☐ N. Not in labor force and not seeking employment

If employed, please indicate your:

Job Title: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Hours worked during an average week: \_\_\_\_\_, Weekly wage: \$ \_\_\_\_\_/hr

Student ID	Program	Year	Grade	Field of Study	Employment Status	Job Title	Hours Worked	Weekly Wage
0000X	1.05 AGRICULT C1	A	D				7	
0000X	52.02 BUSINESS C1	A	D				7	
0000X	14.01 ENGINEER C1	A	D				6	45 67 x
0000X	14.01 ENGINEER C1	A	D				1	25 99 10.25
0000X	11.01 COMPUTE C1	A	D				2	12 99 8
0000X	11.01 COMPUTE C1	A	D				7	
0000X	52.03 ACCOUNT C1	A5	D				2	10 99 x
0000X	14.01 ENGINEER C1	D	D				7	
0000X	43.02 FIRE PROT C1	A5	D				7	
0000X	14.01 ENGINEER C1	A	D				7	
0000X	1.01 AGRICULT C1	A	D				7	
0000X	1.01 AGRICULT C1	A	D				7	
0000X	52.02 BUSINESS C1	D	D				1	10 99 10.35
0000X	1.01 AGRICULT C1	A	D				6	
0000X	10.03 GRAPHIC C1	A	D				1	50 99 10
0000X	1.05 AGRICULT C1	A	D				3	
0000X	14.01 ENGINEER C1	D	F				2	6 99 7.25
0000X	1.06 APPLIED HC1	A	A					
0000X	11.08 COMPUTE C1	A5	D					
0000X	11.01 COMPUTE C1	D	D					
0000X	10.03 GRAPHIC C1	A	D					



# How was CTE data collected in the past?

I	J	K	L	M	N	O	P	Q
SX	RACE	CHAR	SPAR	VEP	PA	VEC	UAC	NCL
M	I	R	N	Y	T	N	15.13	
M	W	R	N	Y	A	N	1.01	
F	W	R	N	Y	B	N	52.14	
F	W	E	N	Y	A		1	1.09
F	W	R	N	Y	A-B-T	N		1.01
M	W	H-A-E	N	Y	T	N	4.02	
M	W	R	N	Y	B	N	10.03	
F	W	R	N	Y	B	N	52.14	
M	W	R	N	Y	T		1	10.03
F	W	H-E	N	N				
F	W	R	N	Y	A		1	1.09
F	W	H-A-E	N	Y	B	N	52.14	
F	W	H-E	N	N				
M	W	E-R	N	Y			1	48.05
M	W	R	N	Y			1	48.05
F	W	R	N	Y	T	N		10.03

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Depending on your district, you may have had to manually enter some if not most of the data before submitting the file to either your designated CTEC or LVEC or directly to DPI through the secured FTP site, Accellion.

# Opportunities

**Improve the overall data collection process by...**

- **Accurate and consistent data**
- **Provide for a more streamlined process and data management**
- **Reduce burden at the local level**
- **Reduce data entry errors**



The goal of the CTE Data Integration Project, which began in 2017, is to improve the overall data collection process in order to ensure 1) accurate and consistent data, 2) provide for a more streamlined collection process and management of the data, 3) reduce burden at the local level, and 4) reduce data entry errors.

# CTE Data Integration Project

- Eliminates the current manual collection and submission process of the CER



Graduate Follow Up Report will remain the same



The CTE Data Integration Project will replace how your district collects and submits information for the Composite Enrollment Report. This means that there will be no change in how the Graduate Follow up Report is collected and submitted including the deadline for when the Follow up Report must be submitted. The CTE Data Integration Project only applies to the collection of the Composite Enrollment Report.



## How should I report CTE data?



You may be wondering then, how should my district submit CER data to DPI now?

## How should I report CTE data?

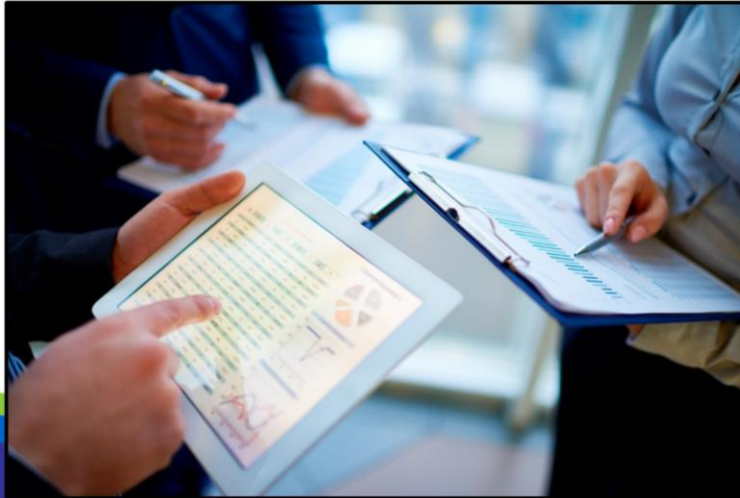


No more spreadsheets



The data will now be entered and submitted through your district's student information system or SIS. This means you will no longer have to submit your data in a spreadsheet format. You may notice new screens in your SIS created specifically to enter CTE data and data that is also required for college and career readiness reporting requirements.

## Where can my district review my CTE data?



One of the goals of the CTE Data Integration Project is to ensure data accuracy. DPI has worked with SIS vendors to put in place data validation checks including warnings or error alerts into the system. Districts will have the opportunity to review their data and resolve any data warnings and errors in the WISEdata Portal.

WISCONSIN DEPARTMENT OF  
PUBLIC INSTRUCTION

Welcome Mai Choua Thao Agency: Wisconsin Dept of Public Instruction

Change Agency Agency Contacts Exit

Data Quality Validation Messages Student Search School Roster Details Exports Expected Transfers Vendors Admin Help

### Data Quality

#### Filters

School Year: 2018 - 2019 School Type: All School Types Schools: All Schools

Reset

#### Validation Message Summary

Error Count: 0

Unacknowledged Warning Count: 0

Acknowledged Warning Count: 0

#### Data Quality Indicators

Collection: Enrollment - 3rd Friday September Export

Students by Grade and Gender

Students by Race / Ethnicity

WISData Portal Feedback

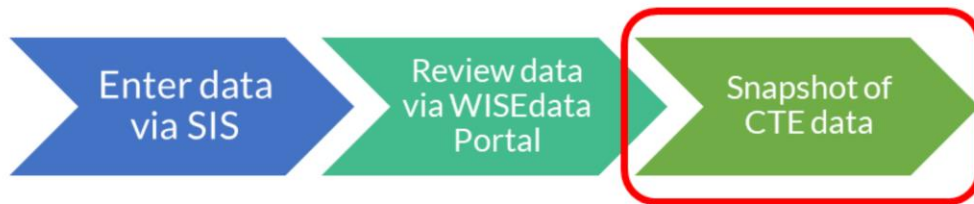
What is the WISEdata Portal? The WISEdata Portal is an application used by districts to verify their submitted data, conduct data quality checks, and finally to submit their data to DPI. The WISEdata Portal is not a new data tool or application. District staff or team members who normally are responsible for entering student data should already be familiar with how to navigate the application. If the data entry person is new or is not familiar with the portal, please submit a WISE Help ticket immediately to receive the latest updates including training on the portal.

## Team collaboration



Because 2018-19 is the first year of implementation of the CTE data collection process, it is especially important that the local district CTE coordinator or CTE content expert who normally collects the CER data works closely with their data team or colleagues when it comes to entering and reviewing any data validations and errors. This will help provide transparency in how the data is collected at the local level and create team collaboration to ensure data accuracy.

## What happens after reviewing my data?



Once your district has reviewed and completed data warnings or errors in the WISEdata portal, DPI will take a snapshot of the data. The snapshot becomes the district's certified CTE data. There are two important dates to remember in preparation for the snapshot. Districts should be making strong progress in their Career Education data submission by August 2, 2019. The official snapshot of the 2018-19 Career Education data will take place on December 10, 2019.

# Thank you



We are excited to share the CTE Data Integration Project with you. The transition to this new data collection process will ensure greater security of our student data, increase data accuracy, and provide valuable data that will help inform policies and program improvement.

This concludes our overview of the CTE data collection process. Please join us for the next webinar in the series, which will go over CTE data reporting requirements and definitions, and how the data satisfies new college and career readiness reporting requirements.